



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, June 6, 2017

5:00 PM

Council Chamber

EXECUTIVE SESSION

3:30 - 4:00 P.M. Pursuant to TGC§ 551.071, the City Council met in closed session to receive confidential legal advice regarding the Library Governance Committee. No action was taken. Executive Conference Room, 1st Floor, City Hall.

PRE-MEETING WORK SESSION(S)

4:00 - 4:10 P.M. The City Council met in open work session to receive a briefing regarding an Interlocal Agreement with DART for policy on the Transit Related Improvement Program (TRIP). No action was taken. Council Conference Room, 2nd floor, City Hall.

4:10 - 5:00 P.M. The City Council met in open work session to receive agenda item briefings from staff. No action was taken. Council Conference Room, 2nd floor, City Hall.

I. CALL TO ORDER

Rollcall

Present: 5 - Mayor Olin Lane, Councilmember Taylor Armstrong, Mayor Pro Tem Dawn Moore, Councilmember Randy Biddle and Councilmember Gage Prichard

- A. INVOCATION: Councilmember Randy Biddle
- B. PLEDGE OF ALLEGIANCE: Councilmember Randy Biddle
- C. INTRODUCTION OF COUNCIL: Mayor Olin Lane, Jr.
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included Community Information Officer Steve Mace, Director of Information Services Dale Harwell, Chief of Police Greg Spradlin, Fire Chief Randy Howell, Communications Specialist/Deputy City Secretary Amanda Hartwick, City Secretary Christine Green, Community Development Director Patrick Baugh, Director of Public Works Jacob Speer, Director of Parks and Recreation Gerry Bradley, Controller Civic Yip, Director of Organizational Development Lea Dunn, and Purchasing Manager Elizabeth Anderson.

II. AWARDS AND RECOGNITION

[17-105](#)

Recognize Luke Bodwell as Mayor for a Day

Mayor Lane introduced Mayor for a Day Luke Bodwell and presented him with a personalized gavel to commemorate his service.

[17-104](#)

Retirement of Brian Thomas, Fire Department

Fire Chief Randy Howell said that Captain Brian Thomas was retiring with 25 years of service to the City of University Park. He praised Brian for his outstanding service to the community and noted that he had a number of commendations from citizens and from the department. Mayor Pro Tem Dawn Moore presented Brian with a plaque, and Mayor Lane presented him with a check.

Chief Howell introduced the firefighters and Fire Department staff in attendance to honor Brian in his retirement.

III. CONSENT AGENDA

[17-70](#)

Consider approval of a resolution adopting Plumber Safety Criteria.

City Manager Corder said that this resolution facilitates the use of safety criteria to evaluate plumbers.

Specifically, the Public Works Department needs to qualify plumbers for assistance with the relocation of private lateral lines along Golf Drive and Turtle Creek Boulevard.

Texas Local Government Code chapter 252.0435 says that the City may consider a plumber's safety record, provided that the City has adopted an official definition and non-arbitrary criteria for safety evaluation. This resolution establishes requirements for licensing, insurance, criminal background, citation history, and references of plumbing contractors. The requirements stated in this resolution are based on the standards set by the Texas State Board of Plumbing Examiners (TSBPE).

This resolution will also enable staff to use the criteria described in this document to evaluate plumbers in future solicitations.

This resolution was approved.

Enactment No: RES No. 17-006

[17-99](#)

Consider approval of final payment to Rebcon, Inc. for McFarlin Bridge Project 49700.

City Manager Corder said that this is approval of a final payment to Rebcon, Inc., for the construction of the McFarlin Bridge. Staff recommends a liquidated damage fee of \$3500, a reduction of 50 percent. The total final payment amount is \$242,879.67.

This final payment was approved.

[17-100](#)

Consider approval of final payment to Durable Specialties for Preston Road traffic signals Project 2016401.

City Manager Corder said that this is a final payment to Durable Specialties in the amount of \$12,082.40 for replacement of traffic signals at the Preston Road / McFarlin Boulevard and Preston Road / Purdue Avenue intersections. This makes the total contract amount \$241,648.

This final payment was approved.

[17-101](#)

Consider approval of an ordinance amending the FY 2016-17 Pay Plan.

City Manager Corder said that this item amends the salary ordinance to increase the base salary of the City Manager following a recent performance review.

This ordinance was adopted.

Enactment No: ORD No. 17-015

[17-102](#)

Consider approval of a resolution appointing municipal court judges.

City Manager Corder said that this resolution retroactively appoints the judges of the municipal court as their appointment was overlooked in 2016. The attached resolution appoints the following judges to the Municipal Court for the term July 2016 - July 2018:

Judge of the Municipal Court

James P. Barklow, Jr.

Assistant Judges of the Municipal Court

John Clark

James W. Kerr

Steve Metzger

This resolution was approved.

Enactment No: RES No. 17-007

[17-97](#)

Consider approval of the minutes of the May 16, 2017 City Council meeting, with or without corrections.

The minutes were approved.

Approval of the Consent Agenda

A motion was made by Councilmember Armstrong, seconded by Mayor Pro Tem Moore, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

IV. MAIN AGENDA

17-88

Conduct a public hearing to create a Planned Development District for the existing Jarrell Building.

Director of Community Development Patrick Baugh gave a presentation. The Jarrell Company requests the City create a Planned Development District for the property at 2651 Fondren Drive, site of the Jarrell Company building, to allow approximately half of the building's one-acre of floor area to be leased to product and design showroom tenants.

The site is bounded by commercial/office uses, the City's elevated water storage site and municipal solid waste transfer station/bulk materials storage yard. The Dallas Area Rapid Transit light rail line borders the site on the west, and the south property line is the southern edge of University Park's City limits.

The site does not meet the current requirement of 146 spaces for staff and customer parking. For this reason, the owners seek creation of a Planned Development District.

The façade of the building will be refreshed, but no structural modifications are proposed. A number of signage improvements are being requested, prompting action elsewhere on this same agenda for creation of a special sign district, and retaining the iconic roto-sphere sign.

The Planning and Zoning Commission recommended approval of the Planned Development District at its May 9 meeting.

Mayor Lane opened the public hearing. Robert Kilduff, 13601 Preston Road, owner of the architectural firm that developed this update to the Jarrell building, assured the Council that the existing parking will be adequate for the design showroom use of the building. Mayor Lane said that the Council does not want to create a parking problem in the City by allowing a building use that doesn't have enough parking. He closed the public hearing.

Councilmember Armstrong asked Robert if he had any projections for how many employees there would be. Mr. Kilduff said that there won't be many employees, as the new proposed use of space is for a showroom.

[17-89](#)

Consider an ordinance to create a Planned Development District for the existing Jarrell Building.

A motion was made by Councilmember Biddle, seconded by Councilmember Armstrong, that this ordinance be adopted. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

Enactment No: ORD No. 17-016

[17-90](#)

Conduct a public hearing to create a Special Sign District for the existing Jarrell Building.

Director of Community Development Patrick Baugh gave a presentation. The Jarrell Company requests a Special Sign District for the property at 2651 Fondren Drive, site of the Jarrell Company building.

The façade of the building will be refreshed, but no structural modifications are proposed. A number of signage improvements are being requested, along with retaining the iconic roto-sphere sign.

The Urban Design and Development Advisory Committee reviewed this proposal and recommends creation of the Special Sign District.

Mayor Pro Tem Dawn Moore asked if the roto-sphere sign would have to be raised to add the additional plaques on the sign column. Patrick said no. Councilmember Prichard asked what part of the sign would be lit. Robert Kilduff from the architectural firm said that the plaques would be backlit cabinet signs. Councilmember Prichard asked if the roto-sphere would be renovated and the arms lighted again. Mr. Kilduff said that the owners were not sure if it would be refurbished. Councilmember Prichard wondered if it would be grandfathered in or if the special sign district needed to address this. Councilmember Armstrong said the sign is iconic and may qualify for historic preservation.

Mayor Lane opened the public hearing. Robert Kilduff spoke in favor of the special sign district. He said that they have been very careful to make sure the proposed signs are appropriate for the building's use. Mayor Lane closed the public hearing.

[17-91](#)

Consider an ordinance to create a Special Sign District for the existing Jarrell Building.

A motion was made by Mayor Pro Tem Dawn Moore, seconded by Councilmember Taylor Armstrong, to approve this ordinance with the stipulation that the Council will be allowed to consider any future proposal to light the roto-sphere sign on the site. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

Enactment No: ORD No. 17-017

[17-93](#)

Consider approval of a resolution to enter into a cooperation agreement with Dallas County supporting the County's participation in the United States Department of Housing and Urban Development Community Development Block Grant program.

Director of Community Development Pat Baugh said that the City participates with Dallas County in its Community Development Block Grant ("CDBG") program. The purpose of the program is to enable the County to apply for federal funds it would otherwise not receive. This program has historically been approved by the City Council, with an understanding that the City would not make application for any grant, thus enabling the County to use the funds elsewhere. Dallas County uses the funds, which principally must be used to benefit low-to-moderate income people, to fund such projects as road reconstruction, water/sewer installation, park improvements, code enforcement, down-payment assistance, and housing reconstruction.

Dallas County's CDBG program has been in existence since 1988, and has received more than \$60 million in federal assistance. To receive this funding, Dallas County asks all cities with populations of less than 50,000 to enter into a cooperative agreement for at least three years. The current agreement expires on September 30, 2017.

Councilmember Prichard confirmed that there is no responsibility for the City of University Park to participate in any part of the CDBG program beyond this agreement. Patrick confirmed this is true.

Russell Fish, 3333 Rankin read a statement objecting to the City's participation in this agreement.

A motion was made by Mayor Pro Tem Dawn Moore, seconded by Councilmember Randy Biddle, to approved this resolution.. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

Enactment No: RES No. 17-008

17-94

Consider prohibiting the use of boats and flotation devices or swimming within the City's ponds and fountains.

Director of Parks and Recreation Gerry Bradley gave a presentation. He explained that it recently came to the City's attention that no regulations existed about swimming or boating in City waterways. He requested direction from the City Council as to amending the Code of Ordinances to include prohibiting the use of boats and flotation devices or swimming within the City's ponds and fountains for public safety and health issues.

Councilmember Biddle asked if the City has the right to regulate the waterways. The Council asked that the Parks Advisory Committee review this item and provide a recommendation.

17-95

Consider approval of a request from the Hyer Preschool Association to hold a 5K Fun Run.

Chief of Police Greg Spradlin gave a presentation about this fundraising event scheduled for April 21, 2018, 9 -11 a.m. The event will begin and end in Smith Park. This event does not conflict with any other City or church activity.

Staff recommends approval of the Fun Run with the requirement that two off-duty police officers will be hired to assist with traffic.

A motion was made by Councilmember Gage Prichard, seconded by Councilmember Taylor Armstrong, to approve this request. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

17-96

Holmes Aquatic Center - Pool Buildings Update

Director of Parks and Recreation Gerry Bradley gave a presentation. He said that there was a meeting of various groups on May 31 at the Holmes Aquatics Center to review potential cost savings for the renovation project. He presented a timeline if the project has to be completely redesigned. He said that he will bring back probable costs from the Construction Manager at Risk (CMAR) firm at the June 20 City Council meeting.

[17-98](#)

Consider approval of an ordinance amending the Code of Ordinances provisions related to sanitary sewer services.

Director of Public Works Jacob Speer gave a presentation. He said that the current Code of Ordinances outlines requirements for sewer connections. He said it was recently brought to his attention that the current Code of Ordinance requirements related to sanitary sewer connections were confusing and could be misinterpreted. The ordinance currently being proposed seeks to redefine the term “sewer tap” and clarify the responsibilities of the homeowner related to the replacement and maintenance of sanitary sewer services.

A motion was made by Councilmember Armstrong, seconded by Mayor Pro Tem Moore, that this ordinance be approved. The motion carried by the following vote:

Aye: 5 - Mayor Lane, Councilmember Armstrong, Mayor Pro Tem Moore, Councilmember Biddle, and Councilmember Prichard

Enactment No: ORD No. 17-018

V. PUBLIC COMMENTS

None

VI. ADJOURNMENT